

TOWN OF RICHMOND

NEW HAMPSHIRE

Office of Selectmen



Meeting Minutes for the CDBG Public Hearing October 20, 2014
Selectmen present: Sandra Gillis, Carol Jameson, and Kathryn McWhirk
5 members of the Public were present

Gillis opened the first public hearing for discussion of the CDBG project at 7:02 p.m.

Rebeckah Bullock, Community Development Specialist, with SWRPC explained that Community Development Block Grant (CDBG) funds are available to municipalities for economic development, public facility and housing rehabilitation projects that primarily benefit low and moderate income persons. The Town of Richmond is eligible to receive up to \$500,000 a year for public facility/housing rehabilitation, up to \$500,000 a year for economic development projects, as well as up to \$500,000 a year in emergency funds. Feasibility Study funds are available for up to \$12,000. Rebeckah Bullock provided a handout describing the NH Community Development Block Grant Program eligible activities that included the 2014 area income limits.

The proposed application to the Community Development Finance Authority (CDFA) is for \$12,000 in CDBG Planning/Feasibility study funds. The Town of Richmond intends to use the grant to hire a firm to produce a study of the redevelopment needs of the Four Corners site. Rebeckah Bullock provided a project handout. Gillis reviewed the cleanup of the 4Corners Store decontamination and the information learned from the Forum and the scheduling of the 2nd Forum, which will take place Nov. 15th. This is an opportunity to look at options for the 4 Corner Store property.

This project conforms with the Town of Richmond's Housing and Community Development Plan priority to:

- Based on the visioning meeting held on June 21st, 2014 with town residents, investigate development options for the Four Corners area.

Rebeckah Bullock explained the Low-Moderate Income Benefit of the Project. CDBG requirements and Federal Law requires that at least 51% of the beneficiaries of an implementation project be individuals from low and moderate income households. If the Town receives this Planning Study CDBG grant award, any future CDBG implementation grant application would need to show the low income benefit stated above.

Gillis opened the floor to public comment on the projects.

MEMBER OF THE PUBLIC expressed concerns about the remaining cleanup of that property. Gillis explained that more cleanup is suspected not confirmed but they are still working with Brownsfields to see if additional cleanup is necessary. Another person asked about the Town's ability to impose

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restrictions on construction. Gillis stated that the Town would be able to create criteria and then bid it out for someone to meet those criteria.

Gillis motioned to close the Public Hearing on the Project portion of the CDBG Block Grant Hearing. Seconded by McWhirk. All in favor. 3-0. *Motion passed.*

Gillis motioned to open the second public hearing for discussion of the proposed Housing & Community Development Plan. Seconded by McWhirk. All in favor. 3-0. *Motion passed.*

Rebeckah Bullock, SWRPC, explained that communities are required to adopt a Housing and Community Development Plan to be eligible for CDBG funds. The H&CD Plan is required to be reviewed and re-adopted every three years to qualify for CDBG funds. Since the Town of Richmond did not have a previous H&CD Plan, Rebeckah Bullock drafted one based on the town's Master Plan with the assistance of the Chair of the Board of Selectmen. Rebeckah Bullock asked that the Board adopt the plan for this CDBG project. Bullock also explained that this Plan should be revisited and re-adopted every three years. Gillis thanked all those who worked on the Master Plan, especially not knowing that the information would be used for a Community Development Block Grant.

Gillis calls for public comment. There was no public comment.

Gillis motioned to close the second public hearing for discussion of the proposed Housing & Community Development Plan. Seconded by McWhirk. All in favor. 3-0. *Motion passed.*

Gillis motioned to open the third public hearing regarding the Residential Anti-Displacement and Relocation Assistance Plan. Seconded by McWhirk. All in favor. 3-0. *Motion passed.*

Rebeckah Bullock of SWRPC explained that if any displacement takes places as a result of this project, the Uniform Relocation Act must be followed, which requires that any displaced household or business in a project using federal funds must be found comparable housing in a comparable neighborhood at a comparable price. Rebeckah Bullock notes that since the project is a planning study, no displacement or relocation is anticipated. Under the certification section of the application, the Town will certify that the Residential Anti-Displacement and Relocation Assistance (RARA) Plan is in place, and in the event that it is discovered that this specific project does displace persons or households, a displacement implementation plan must be submitted to CDFA prior to obligating or expending funds.

Gillis calls for public comment. It was commented that there had been an apartment as part of the store property and it may be demolished. Would that unit need to be replaced if an implementation project were to take place. Bullock explained that because the unit is vacant it would not need to be replaced or provisions made for the renter.

Gillis motioned to close the third public hearing for discussion of the proposed RARA Plan. Seconded by Jameson. All in favor. 3-0. *Motion passed.*

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Gillis motioned to approve the submittal of the application and vote to authorize Chair of the Board of Selectmen to sign and submit the CDBG application, and upon approval of the CDBG application,

authorize the Chair of the Board of Selectmen to execute any documents which may be necessary to effectuate the CDBG contract. Seconded by McWhirk. All in favor. 3-0. Motion passed.

Gillis motioned to adopt the updated October 2014 Housing and Community Development Plan. Seconded by McWhirk. All in favor. 3-0. Motion passed.

Gillis motioned to adopt the October 2014 Residential Anti-Displacement and Relocation Assistance Plan. Seconded by McWhirk. All in favor. 3-0. Motion passed.

Gillis closed the Public Hearing at 7:35 p.m.

Respectively submitted, Heidi L. Wood, Town Administrator